



UNITED STATES MARINE CORPS
MARINE CORPS INSTALLATIONS PACIFIC
CAMP SMEDLEY D. BUTLER, OKINAWA
UNIT 35006
FPO AP 96373-5006

IN REPLY REFER TO:
5090
F/EAB/28782
29 Oct 2012

MEMORANDUM

From: Marine Corps Installations Pacific (MCIPAC) Environmental Director
To: MCIPAC Environmental Management System (EMS) Core Team Members

Subj: MCIPAC EMS CORE TEAM MEETING MINUTES

Ref: (a) MCIPACO 5090.1

Encl: (1) Agenda

1. Per the reference, the MCIPAC EMS Core Team met on 24 October 2012. The briefing slides are contained in Enclosure (1). This was the first MCIPAC EMS Core Team meeting.

2. Meeting. The meeting was held via teleconference and began at 0900. This meeting was in preparation for the FY13 MCIPAC Commander's Environmental Management Review Board (CEMRB) that will be held in late November. All installation commanding officers will be required to participate in the CEMRB per the reference.

a. Introductions. The following personnel attended: (b) (6) C/MCB Butler, (b) (6)
(b) (6) Environmental Director, (b) (6) EMS Coordinator, (b) (6) and EMS Assistant, (b) (6)
(b) (6) From MCAS Iwakuni, Environmental Director, (b) (6)
(b) (6) or, (b) (6) From CATC Camp Fuii, Environmental Engineer, (b) (6)
(b) (6) From MCB Hawaii, Environmental Officer, (b) (6) Environm (b) (6)
(b) (6) and EMS Coordinator, (b) (6) amp Mujuk, S-4, (b) (6)
(b) (6) Environmental Protection Specialist, (b) (6) and Supervisor Facility Operations
Specialist, (b) (6)

b. The MCIPAC EMS Core Team Charter was reviewed. The team's mission is to implement and maintain an EMS at MCIPAC installations, to ensure sustained conformance with the EMS and to ensure that all commands, units and tenants participate in the EMS. The team will:

(1) Implement a strategy to continually improve the EMS

(2) Implement, review and update the MCIPAC Environmental Policy Statement

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(3) Develop and propose installation-level objectives and targets consistent with the Environmental Policy Statement, along with assessments of risk to mission and installation resources

(4) Annually assess objectives, targets and supporting risk assessments as appropriate

(5) Recommend to the Commanding General actions to improve the EMS and elevate MCIPAC's environmental performance

(6) Brief chain-of -command on the status of the Core Team activities

c. The MCIPAC Environmental Policy Statement was reviewed and the team agreed that no updates are needed at this time. The policy was signed by the MCIPAC Commanding General in December 2011. It complies with all Marine Corps Order requirements except for cleanup of contaminated sites. MCIPAC cannot make this public commitment in Japan and Korea. Installations in Japan and Korea will not be required to have a separate Environmental Policy Statement. However, to comply with Marine Corps Order, MCB Hawaii must maintain an installation-level policy that commits to cleanup of contaminated sites.

d. FY12 objectives and targets were discussed for MCB Hawaii, MCAS Iwakuni, CATC Camp Fuji, and MCB Butler (see Enclosure (1)).

e. FY13 objectives and targets were discussed for MCB Hawaii and MCAS Iwakuni. Draft targets were discussed for MCB Butler (see Enclosure (1)). MCB Butler is still working on the FY13 risk ranking using the new Practice-Aspect-Impact (PAI) terminology and risk ranking in Web Compliance Assessment and Sustainment System (WEBCASS). MCB Butler objectives and targets will be approved during the FY13 CEMRB.

f. MCB Hawaii shared information on their antifreeze recycling and reconditioned Hawker batteries. Additional information on these waste minimization efforts was forwarded to the Core Team after the meeting.

g. Benchmark Environmental Compliance Evaluation (ECE) dates have been confirmed for FY13/14 as follows:

(1) MCB Butler/MCAS Futenma - 23 Jan to 8 Feb 2013

(2) Camp Mujuk - 11-15 Feb 2013

(3) MCB Hawaii - 25-29 Mar 2013

(4) MCAS Iwakuni - 7-11 Apr 2014

(5) CATC Camp Fuji - 14-18 Apr 2014

MCIPAC Environmental personnel will accompany the ECE team to Camp Mujuk to provide assistance in answering the ECE questions. MCAS Iwakuni and CATC Camp Fuji will need to

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complete a self-ECE (including a self-EMS audit in FY13). MCIPAC Environmental personnel can assist Camp Fuji with their self-ECE this year.

h. Compliance issues were discussed for MCB Hawaii, MCAS Iwakuni, and MCB Butler (see Enclosure (1)).

i. Environmental management training for MCIPAC personnel will be held on Okinawa from 29-31 January, 2013.

(1) Day 1 – MCICOM Enterprise Tools Overview

Audience: STEP Users and Program Media Managers

(2) *Day 2 – EMS Workshop

Audience: EMS Managers and Media Program Managers

(3) *Day 3 - Auditor Training

Audience: EMS Managers and Media Program Managers

*EMS Lead Auditor Training requirements can be met by attending BOTH Days 2 and 3 of the Workshop. Training will serve as both initial and refresher EMS Lead Auditor Training. Maximum participation is encouraged and MILAIR flights may be arranged.

j. The meeting adjourned at 1010. The Core Team meeting minutes will be distributed to Core Team members and other interested parties. The next Core Team meeting may be held at MCB Butler in conjunction with the environmental management training in January 2013. Core Team members are reminded to brief their chain of command on all Core Team activities.

3. The MCIPAC EMS Core Team point of contact is (b) (6)



MCIPAC EMS Core Team

Wednesday October 24, 2012 from 0900-1000 Japan and Korea Standard Time

Tuesday October 23, 2012 from 1400-1500 Hawaii Standard Time





Agenda

1. Introductions
2. Review MCIPAC EMS Core Team Charter
3. Annual Review of MCIPAC Environmental Policy Statement
4. Status of FY12 Objectives and Targets
5. FY13 Objectives and Targets Drafted/Established
6. Benchmark ECE Dates
7. Compliance Issues (For FY13 CEMRB)
8. Upcoming Training for MCIPAC



Introductions

- MCIPAC/MCB Butler

(b) (6)

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MS Coordinator

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EMS Assistant

- MCAS Iwakuni

(b) (6)

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Environmental Director

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Coordinator

- CATC Camp Fuji

(b) (6)

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Environmental Engineer

- MCB Hawaii

(b) (6)

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- Environmental Officer

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S Coordinator

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(b) (6)

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S-4



MCIPAC EMS Core Team Charter

- **Mission** - implement and maintain EMS at MCIPAC installations, to ensure sustained conformance with the EMS, and to ensure that all commands, units and tenants participate in the EMS
- **Requirements** - Core Team members are required to perform the following tasks:
 - Implement a strategy to continually improve the EMS
 - Implement, review and update the MCIPAC Environmental Policy Statement
 - Develop and propose installation-level objectives and targets consistent with the Environmental Policy Statement, along with assessments of risk to mission and installation resources
 - Annually assess objectives, targets and supporting risk assessments as appropriate
 - Recommend to the Commanding General actions to improve the EMS and elevate MCIPAC's environmental performance
 - Brief chain-of-command on the status of the Core Team activities



MCIPAC Environmental Policy Statement

- Signed by MCIPAC Commanding General Dec 2011
- Complies with all Marine Corps Order requirements except for clean up of contaminated sites
 - Cannot make this public commitment in Japan and Korea
- Installations in Japan and Korea will not be required to have a separate policy
- To comply with Marine Corps Order, MCB Hawaii must maintain an installation-level policy that commits to cleanup of contaminated sites



FY12 EMS Objectives & Targets

MCB Hawaii

Objective	Target
Reduce Solid and Hazardous Waste Generated	<p>Require use of paper of at least 30% post-consumer fiber content.</p> <p>Reduce antifreeze waste disposal cost by 30% (baseline: 2009).</p> <p>Reduce Hawker battery purchase (cost avoidance) by 10% (baseline: 2009).</p>
Improve Energy Efficiency	<p>Reduce energy intensity by 30% by the end of FY 2015 (baseline: FY2003).</p>
Reduce Petroleum Fuel Consumption	<p>Increase use of non-petroleum-based fuel by 10% annually (baseline: FY2005).</p>



FY12 EMS Objectives & Targets

MCAS Iwakuni

Objective	Target
Improve air quality on the Air Station	<p>Target 1: Remove halon from MAG-12 ECUs, replace with non-halon substitute and turn in halon to DLA Yokosuka. Accomplished by end of FY12.</p> <p>Target 2: Replace MCCA fleet vehicles over the next two years with vehicles using non-ODS refrigerant. (EAP-12-002) Accomplished by end of FY12.</p>



FY12 EMS Objectives & Targets

CATC Camp Fuji

Objective	Target
1. Reduce the impact of solid waste generation.	<ul style="list-style-type: none">a. Establish new Hazardous Material Management System (HMMS).b. Insure Hazardous Materials do not exceed limits set in AUL.
2. Reduce electricity use.	<ul style="list-style-type: none">a. Turn off computers and printers at the end of the day.b. Continue Energy walk through teams.
3. Reduce vehicle fuel consumption and air emissions.	<ul style="list-style-type: none">a. Update vehicle fleet with electric/hybrid vehicle.b. Reduce vehicle use through trip consolidation.c. Enforce vehicle anti-idling policy.
4. Reduce impacts of leaks and spills from vehicle operation.	Reinforce and inspect procedures requiring spill kits in all government vehicles and notify the incoming Marines how to respond the spill and handle the Hazardous Waste.



FY12 EMS Objectives & Targets

MCB Butler

Objective	Target
1. Reduce the impact of solid waste generation	1. Divert 50% of non-hazardous solid waste from the waste stream by FY15 (FY12 Target: 44%) 2. Divert 60% of construction and demolition debris from the waste stream by FY15 (FY12 Target: 54%)
2. Reduce electricity use in buildings	Reduce energy intensity of facilities by 37.5% by FY20 using FY03 as baseline (FY12 Target: 3% reduction from FY11)
3. Reduce vehicle air emissions and fuel consumption	Reduce use of petroleum products by vehicle fleets by 30% by FY20 using 2005 as baseline (FY12 Target: 3% from FY11)
4. Reduce the impact of HAZMAT storage and usage	Reevaluate the HAZMAT Authorized Use List (AUL) process



FY13 EMS Objectives & Targets

MCB Hawaii

Objective	Target
Reduce Solid and Hazardous Waste Generated	Reduce antifreeze waste disposal cost by 50% (baseline: 2009). Reduce Hawker battery purchase (cost avoidance) by 25% (baseline: 2009).
Improve Energy Efficiency	Reduce energy intensity by 30% by the end of FY 2015 (baseline: FY2003).
Reduce Petroleum Fuel Consumption	Increase use of non-petroleum-based fuel by 30% annually (baseline: FY2005).



FY13 EMS Objectives & Targets

MCAS Iwakuni

Objective	Target
Improve storm water quality on the Air Station.	<p>Target 1: Redirect washing operations for Fire Department to the sanitary sewer by installing either a portable pumping system or facilitating use of existing wash rack areas.</p> <p>Target 2: Redirect charity vehicle washing operations to the sanitary sewer by installing a portable catchment and pumping system at the Commissary.</p>
Improve HCP program.	Specific targets not yet determined but will likely include AUL procedures, management of hazmat at units, and management of hazmat at Hazmin Center.



FY13 EMS Objectives & Targets

MCB Butler (Draft)

Objective	Target
1. Reduce the impact of solid waste generation	1. Divert 50% of non-hazardous solid waste from the waste stream by FY15 (FY13 Target: 46%) 2. Divert 60% of construction and demolition debris from the waste stream by FY15 (FY13 Target: 56%)
2. Reduce electricity use in buildings	Reduce energy intensity of facilities by 37.5% by FY20 using FY03 as baseline (FY13 Target: 3% reduction from FY12)
3. Reduce vehicle air emissions and fuel consumption	Reduce use of petroleum products by vehicle fleets by 30% by FY20 using 2005 as baseline (FY13 Target: 3% from FY12)
4.	



Benchmark ECE Dates FY13/14

- MCB Butler/MCAS Futenma) - 23 Jan to 8 Feb 2013
- Camp Mujuk - 11-15 Feb 2013
- MCB Hawaii - 25-29 Mar 2013
- MCAS Iwakuni - 7-11 Apr 2014
- CATC Camp Fuji - 14-18 Apr 2014
- MCIPAC Environmental personnel will accompany the ECE team to Camp Mujuk to provide assistance in answering the ECE questions.
- Iwakuni and Fuji will need to complete a self-ECE (including a self-EMS audit in FY13)



Compliance Issues

MCB Hawaii

- Plans to be updated/revised:
 - Pest Management Plan
- Funding needed to maintain compliance:
 - UST regulations will soon be revised by State regulators. Revision may require upgrade or removal of USTs servicing emergency generators by a certain deadline. Meeting that deadline is dependent on receiving CMP10 or CMP22 funding.
 - Storm Water and Waste Water Treatment Plant NPDES Permit renewal applications are being processed by State regulators. Revised permits may have more stringent requirements requiring equipment or facility upgrades that is dependent on CMP10 or CMP22 funding.



Common Unit Level Deficiencies

MCB Hawaii

- Hazardous waste (HW) deficiencies
 - Lead Acid Batteries not marked in accordance with Universal Waste Rules (i.e. “Used Battery”)
 - Universal waste not managed in a way to prevent waste component to be released into the environment (i.e. secondary containment).
- Solid waste deficiencies
 - Recyclables mixed with trash.



Compliance Issues MCAS Iwakuni

- Plans to be updated:
 - Integrated Pest Management Plan
 - Integrated Solid Waste Management Plan
 - Pollution Prevention Plan
 - Hazardous Waste Management Plan
 - Wildlife Hazard Assessment – requires new wildlife surveys due to runway relocation
- Replacement of backflow prevention devices not completed in a timely fashion
- Keeping track of new emergency generators and fuel tanks for tanks inventory as DPRI construction continues
- HCP program needs improvement on hazmat side, especially inventory management and excess hazmat wasted out – bringing HMMS to station will pose challenges as well



Common Unit Level Deficiencies

MCAS Iwakuni

- Hazardous materials (HM) deficiencies
 - Hazmat purchased off-base without MSDS
 - Hazmat lockers not being regularly inspected and 10-day supply limit exceeded
- Hazardous waste (HW) deficiencies
 - Weekly inspections not always up to date
 - Required documentation not always properly maintained
 - HW occasionally not in correct containers
- Spill prevention and response deficiencies
 - Units sometimes need reminders to put out drip pans under aircraft and to properly clean up fuel spills



Compliance Issues

MCB Butler

- Plans need to be completed/updated:
 - Spill Prevention Control & Countermeasures Plans (2 completed, 3 in draft, all completed in-house)
 - Pest Management Plan (updating current plan)
 - Fuel Tank Management Plan (coordinating draft with DLA Energy)
 - Stormwater Pollution Prevention Plan (updating)
 - Spill Prevention and Response Plan (updating)
 - Pollution Prevention Plan (updating)
 - Hazardous Waste Management Plan (updating)
- Qualified Recycle Program – Not in compliance with QRP Guidance because recyclable are collected with QRP resources
- Overall tank management issues



Common Unit Level Deficiencies

MCB Butler

- Hazardous materials (HM) deficiencies
 - No labels on containers
 - MSDSs don't match HM being used
- Hazardous waste (HW) deficiencies
 - Open containers of HW
 - No secondary containment for liquid HW
 - Unknown HW in containers
 - Containers were not in good condition
- Solid waste deficiencies
 - Recyclables mixed with trash
 - Waste batteries mixed with trash



Environmental Management Training for MCIPAC

- Provided by MCICOM at MCB Camp Butler
 - 29-31 January 0800 – 1600
- Day 1 – MCICOM Enterprise Tools Overview
 - Audience: STEP Users and Program Media Managers
- *Day 2 – EMS Workshop
 - Audience: EMS Managers and Media Program Managers
- *Day 3 - Auditor Training
 - Audience: EMS Managers and Media Program Managers

*EMS Lead Auditor Training requirements can be met by attending BOTH Days 2 and 3 of the Workshop. Training will serve as both initial and refresher EMS Lead Auditor Training.